

**COMMUNITY DEVELOPMENT BLOCK GRANT
1st CDBG CITIZENS ADVISORY COMMITTEE MEETING**

February 12, 2019, 1:00 – 2:30 PM
Third Floor Conference Room, Lewiston City Building

FINAL MINUTES

Roll Call: The meeting was started at 1.00 p.m.

Members Present: Pauline Gudas, Sue Charron, Joline Beam, David Nielsen, Jr., Jason Lavoie, Sahal Ibrahim and Scott McCelelland

Staff Present: Lincoln Jeffers, Jayne Jochem, Ingrid Nivison, Heidi McCarthy and Cathy Lekberg

1) Election of Committee Chair and Vice-Chair

The following motion was made:

MOTION: by **Joline Beam** to nominate Pauline Gudas as Chairperson. Second by **Sue Charron**.

VOTED: 6-0 (Passed)

The following motion was made:

MOTION: by **Joline Beam** to nominate David Nielsen, Jr. as Vice Chairperson. Second by **Sue Charron**.

VOTED: 6-0 (Passed)

2) Review and approval of March 9, 2018 meeting minutes.

The following motion was made:

MOTION: by **Sue Charron** to accept the March 9, 2018 CDBG Citizen Advisory Committee Minutes as presented. Second by **Joline Beam**.

VOTED: 6-0 (Passed)

3) Discussion on CDBG Process

Lincoln said they have many application needs coming all at once this year. They have not heard from Washington about the funding for this year but he has spoken to Senator Collins' Representative, Carlene Tremblay and she said it was put out there for flat funding so unless they hear otherwise they will use the figure from last year which was about \$892,500. There are items this year that the Committee will not be scoring and were approved by City Council. They are as follows:

Choice Neighborhood Grant match - \$100,000 (partial 3 year match)
Lead Weatherization Grant - \$55,000

Other items not being scored are as follows:

CCI Construction Management - \$7,500
Social Services Department – Caseworker - \$51,654 (last year of funding)
Code Enforcement Officer - \$73,690
Fair Housing Activities - \$2,000
Rehab Administration - \$40,389
CD Office Administration – 172,707
Fair Housing Consultant - \$6,000

Jayne said because of the commitments mentioned, the agencies cap will be low this year and there is only \$65,000 for the agencies. There may be additional money after City Council meets on their budget but Pauline said the City Council wants to get as much money out of the budget as possible and told them not to get their hopes up for additional money.

Pauline asked if the scoring could be explained to the new members. Jayne said that HUD has made many changes to what the agencies were required to provide and staff has held trainings to address this. One of the changes was that agencies could only choose one goal but some agencies submitted applications with more than one goal. Members thought this was not fair to the agencies that followed the rules and decided to have staff contact the agencies that did two goals and have them resubmit that page of their applications. The agencies to be contacted were New Beginnings, Safe Voices, Tedford Housing, Trinity Jubilee Center and The Center for Wisdom's Women.

The Committee decided they would interview all 12 agencies. They asked staff to schedule four agencies at each meeting. Lincoln said that March 28, 2019 is when the recommendation of the budget will be presented to City Council. They have five weeks to schedule meetings.

4) Set CAC meeting calendar and scheduling agency interviews.

The following dates and times were decided on by the Committee.

Meeting #2	Tuesday, February 19, 2019	9:00 AM – 11:00 AM
Meeting #3	Tuesday, February 26, 2019	10:00 AM – 12:00 PM
Meeting #4	Tuesday, March 5, 2019	10:00 AM – 12:00 PM
Meeting #5	Tuesday, March 12, 2019	10:00 AM – 12:00 PM
Meeting #6	Tuesday, March 19, 2019	10:00 AM – 12:00 PM

5) Report out on progress toward Consolidated Plan Goals.

Lincoln explained the progress of the 2015-2019 Consolidated Plan Goals to members.

6) Any other business members may have relating to the duties of the CDBG Committee. None

7) Adjournment

The following motion was made:

MOTION: by **Sue Charron** to adjourn meeting at 2:30 p.m. Second by **David Nielsen, Jr.**

VOTED: 6-0 (**Passed**)